

AIR

508-A-4524

SECRET SECURITY INFORMATION

Chief, ER

MAY 4 - 1953

Chief, Berlin Operations Base

Info: COM  
CABRMN

Operational/CART/CAIROIT/CABRMN/CARBONIDATE

Security Measures Recommended by and to be Instituted by  
CARBONIDATE

1. CARBONIDATE, who has been working in CAIROIT HQ since 1 April 1953, seems to be content with his job. CARBONIDATE's general statement concerning CABRMN was that he believes it to be an excellent organization, in which he shall be happy to work. The security, he stated, leaves much to be desired. He elaborated upon this statement by declaring that most of the security hazards existing within CAIROIT can easily be remedied, whereas others are inherent in any such organization and cannot be changed unless a large security section is created to undertake such routine security tasks as to periodically surveil each and every employee of CAIROIT. However, this latter is not considered feasible.

2. As regards previous security practices, [ ] used to circulate memoranda outlining elementary security precautions which each employee was expected to take. From now on CARBONIDATE will give security lectures every three months. He will give these lectures to groups composed of five to eight employees at a time. He will give special attention to section chiefs. After each lecture the employees present will have to sign a sheet of paper stating that they were present at this specific lecture and that they understood and will comply with the instructions given therein.

3. CARBONIDATE and [ ] now are endeavoring to work out a system which will afford the CAIROIT employees the necessary personal security regarding their telephone numbers and their registrations at the Police and Einwohnermeldeamt. Most of the telephone numbers given to CAIROIT employees are restricted, i.e. not listed in the telephone book and will not be given out by information. CARBONIDATE will attempt to have all telephone numbers of CAIROIT employees put on the restricted list. As far as the police are concerned, CARBONIDATE does not expect to encounter any difficulties to have the respective "Polizei-reviere" put the registration of CAIROIT employees in the address-not-to-be-divulged category - i.e. a person going to the Polizeirevier to

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Find out the address of a GEMOTY employee will not be given out. GEMOTY is now checking into the feasibility of having visitors attend to the registration card which would indicate to the policeman on duty that he is to ascertain the identity of the visitor, which would then be forwarded to GEMOTY. As far as the Ramburhundert is concerned, GEMOTY will ascertain first, whether this authority has a special file for registrations about which no information is to be given out to visitors.

4. Employees are not able to enter the GEMOTY premises after duty hours unless they are in possession of a special authorization signed by: [ ]

5. Up till now, it has been the habit of employees to take the keys to their respective rooms with them when leaving the building only for a short period of time. GEMOTY has reported that the keys be handed to the doorman, [ ] even if the person expects to be away only for a few minutes. [ ] seems to be against this, but the undesignated feels that the system advocated by GEMOTY should be enforced. Furthermore, I have suggested to GEMOTY that new locks be ordered for all the rooms. The present locks are the old-fashioned German kind, which anybody can pick with a hair pin.

6. I have asked GEMOTY to detail all employees who have been fired or resigned from GEMOTY and to collect from these persons all GEMOTY building passes.

7. The visiting room (or visitors (not Ramburhundert - they have a special visiting room in the cellar) is, according to GEMOTY, completely inadequate. At the present time, the doorman who regulates all incoming visitors, cannot keep both the visiting line and the passage leading from his desk to the visiting room constantly in view. GEMOTY has stopped by the doorman, using the visiting line as a shield, without the doorman seeing him. GEMOTY has talked this situation over with [ ] and remedial actions are being initiated. The desk of the doorman has been moved, thereby affording him a complete view of the passage leading from the visiting line to the waiting room. Furthermore, with the consent of [ ] (GEMOTY case-officer and [ ] I have instructed GEMOTY to have a day watchman. This man would be the roving eye of the GEMOTY premises. He would constantly patrol the visiting line, visiting room, corridor and staircase, which are presently unguarded.

8. We are also contemplating the hiring of a detective, the out-side-men of GEMOTY. This man would be in charge of special surveillance and neighborhood checks on various GEMOTY employees.

SECRET SECTION 5 (F) GEMOTY

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We would take care of the outside investigation of cases arising from CAIROIT's day to day business transactions.

9. CAIROIT registry: This is the room containing all the sensitive Mitarbeiter cards. CARBOHYDRATE stated that the security precautions for this room were completely inadequate. The following additional measures are being initiated:

- a) A new heavy door is being ordered. This door will be kept locked at all times. A peep hole will be installed in this door enabling the registry clerk to identify a person wishing access to the registry.
- b) Under both desks located in the registry an alarm system will be installed.
- c) At night the door to the registry will be sealed by Frau Rosenberg, in charge of the registry at present,  or CARBOHYDRATE. In the mornings the seal can only be broken by either CARBOHYDRATE or  and only if these two are not present will Frau Rosenberg be permitted to break the seal.
- d) The windows of the registry room will be barred.

10. A neighborhood and police check of the houses facing the CAIROIT premises produced nothing incriminating. The house facing the CAIROIT entrance is occupied by Americans. The other houses are also not occupied by any suspicious persons.

Approved: \_\_\_\_\_

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